

1 IN THE TRIBAL COURT OF THE CONFEDERATED TRIBES OF THE
2 GRAND RONDE COMMUNITY OF OREGON

3
4 ADMINISTRATIVE ORDER 26-001
5 POLICY REGARDING SERVICE OF NOTICE
6 (GUARDIANSHIP & CONSERVATORSHIP PROCEEDINGS)

7
8 The purpose of this administrative order is intended to clarify
9 procedural responsibilities under Chapter 308 Ordinance and shall be
10 construed consistently with principles of due process and fundamental
11 fairness.

12 **WHEREAS**, Tribal Court Ordinance Chapter 302 empowers the court to
13 exercise the judicial authority of the Tribe as delegated herein.

14 **WHEREAS**, Tribal Court is charged with administering Guardianship and
15 Conservatorship proceedings pursuant to Chapter 308.

16 **WHEREAS**, Paragraph (4) of the Ordinance expressly requires that the
17 Petitioner shall give notice of the filing of a petition to all Interested
18 Persons.

19 **WHEREAS**, Paragraph (f) of the Ordinance provides that written notice of
20 the hearing shall be given to all Interested Persons, but does not expressly
21 identify the party responsible for providing such notice; and

22 **WHEREAS**, the Court finds that clarification of the notice procedure is
23 necessary to ensure consistent practice, promote judicial efficiency, and
24 safeguard the due process rights of all Interested Persons;

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1 NOW, THEREFORE, IT IS HEREBY ORDERED:

- 2 1. The Petitioner shall provide notice of the filing of the Petition to
3 all Interested Persons in accordance with Paragraph (4) of the
4 Ordinance.
- 5 2. The Petitioner shall also be responsible for providing written
6 notice of any scheduled hearing to all Interested Persons in
7 Paragraph (f) of the Ordinance.
- 8 3. All notices required under Chapter 308 shall be served by hand
9 delivery, or sent by certified mail with return receipt requested,
10 unless otherwise ordered by the Court.
- 11 4. The Petitioner shall file a certificate of service with the Court
12 for the Notice of Petition filing and for the Notice of Hearing
13 which shall include the names and addresses of all recipients and
14 the dates and manner of service.
- 15 5. Failure to comply with the notice requirements set forth in this
16 Order may result in the Continuance of the Hearing, a Denial of the
17 Requested Relief, or such other sanctions as the Court deems
18 appropriate.

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20 This order shall remain in effect until further notice or until
21 superseded by future order.

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23 DATED THIS 1st DAY OF APRIL, 2026.

24 *Patrick Melendy*
25 _____
26 Patrick S. Melendy
Chief Judge